

**PORT OF IBERIA DISTRICT
BOARD OF COMMISSIONERS
REGULAR MEETING – TUESDAY, OCTOBER 17, 2017
PORT ADMINISTRATIVE OFFICE – 5:30 P.M.
MINUTES**

The regular meeting of the Port of Iberia District Board of Commissioners was called to order by Commissioner Roy A. Pontiff, Board Vice-President, at the Port of Iberia Administrative Office, on Tuesday, October 17, 2017, at 5:30 P.M.

In attendance were Commissioners Roy A. Pontiff, Vice-President, Elbridge “Smitty” Smith, III, Secretary-Treasurer, Mark Dore’, Danny J. David, Sr.,

Commissioners Gene L. Jefferies, Simieon d. Theodile, and Larry Rader were absent.

Also present were Craig F. Romero, Executive Director, Joanna D. Durke, Administrative Assistant, Tracy Domingue, Secretary-Bookkeeper and Ray Allain, Port Attorney.

Thus, with a quorum being acknowledged, Commissioner Mark Dore’ recited the opening prayer and the Pledge of Allegiance.

I. APPROVAL OF MINUTES – Regular Meeting, September 19, 2017.

Commissioner Roy A. Pontiff requested that the Board approves the regular meeting minutes from September 19, 2017 at the next Board meeting.

II. DISCUSS AND/OR DISTRIBUTE THE FOLLOWING:

- (a) Budget Summary for Three (3) Months Ending September 2017.**
- (b) Listing of Tenant Lease Billings.**
- (c) Listing of Boat Stall Lease Billings.**
- (d) Approve Payment of Bills & Checks Issued During Interim Period.**

A motion was made by Commissioner Elbridge “Smitty” Smith, III, seconded by Commissioner Mark Dore’, to approve and authorize the payment of bills for September 2017, and ratify those paid during the interim period.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge “Smitty” Smith, III, Mark Dore’, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

(e) Computer Summary of Lease Agreement Activity Sheet.

Administrative Assistant Joanna Durke reported that she is waiting to hear back from Estis Well Service regarding their renewal option.

III. MR. GERALD GESSER, GESSER GROUP, APC TO ADDRESS THE BOARD ON:

**(a) Former AWS Building Tract "H" (15.14 acres).
{1} Update on Project.**

Mr. Gerald Gesser, Gesser Group, APC, reported that repairs to the former AWS building roof were complete. Dixie Electric is scheduled for the electricity to be turned on Wednesday, October 18, 2017. A meeting with the proposed tenant (Crosby Construction Services) will be scheduled to make sure things work electrically. Administrative Assistant Joanna Durke and Commissioner Roy A. Pontiff questioned that at the September 19, 2017 Board meeting, the Board decided to wait until the walk through was done on the building before they would approve the proposal for Kerne Construction dated September 11, 2017. Executive Director Craig Romero stated that he decided the repairs were something that had to get done.

{2} Discuss/Approve Kerne Construction, Inc. Invoice.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr. to approve and authorize the payment of Invoice Number 1270 in the amount of \$2,410.00 to Kerne Construction Inc. for labor and equipment rental cost for work completed at the former AWS building (Tract "H" 15.14 acres) as per proposal dated September 11, 2017.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

{3} Discuss/Approve Gesser Group, APC Invoice.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice number 01-POI-AWS in the amount of \$400.00 to Gesser Group, APC for the re-keying of the former AWS building (Tract "H" 15.14 acres) and evaluation report.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

**(b) Miscellaneous Project Invoices for Gesser Group, APC.
{1} Hurricane Harvey Invoice.**

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore' to approve and authorize the payment of Invoice number 01-POI-HH in the amount of \$998.75 to Gesser Group, APC for site observation and attending National Weather Service briefing before and during Hurricane Harvey for the period August 25, 2017 thru August 30, 2017.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

{2} 4-D Proposed New Facility Invoice.

Mr. Gerald Gesser, Gesser Group, APC, reported that Executive Director Craig Romero asked Mr. Gerald Gesser to compile a proposal for 4-D relocating on another piece of property. Commissioner Roy A. Pontiff questioned what was the status and Executive Director Craig Romero stated 4-D is looking at different facilities. Executive Director Craig Romero requested the Board wait on payment for the invoice until the next meeting.

IV. REPORT FROM MR. MARC BERARD, BERARD, HABETZ AND ASSOCIATES, INC., ON:

(a) Update on Intersection Improvements to the Corner of David Berard Road/Weeks Island Road.

**{1} Update on Project – Expiration of Contract Time.
****Administrative Change Order #2.**

A motion was made by Commissioner Mark Dore', seconded by Commissioner Elbridge "Smitty" Smith, III, to approve and authorize Administrative Change Order #2 regarding Intersection Improvements to the Corner of David Berard Road/Weeks Island Road as it relates to a deduct of \$3,869.19 to adjust the unit price item from the estimated quantities to match the actual installed quantities to reflect the actual cost incurred to complete the project scope of work; the motion further authorizes the Board President to execute said Administrative Change Order #2 in accordance with the contract dated January 17, 2017; and motion further stipulates that the total revised contract amount is \$194,867.43.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

**Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.
And the motion was therefore passed on this the 17th day of October, 2017.**

******Administrative Change Order #3.**

A motion was made by Commissioner Elbridge “Smitty” Smith, III , seconded by Commissioner Danny J. David, Sr., to approve and authorize Administrative Change Order #3 regarding Intersection Improvements to the Corner of David Berard Road/Weeks Island Road as it relates to a deduct of \$750.00 to assess the Liquidated Damages in which Glenn Lege Construction, Inc. was previously notified; the motion further authorizes the Board President to execute said Administrative Change Order #3 in accordance with the contract dated January 17, 2017; and motion further stipulates that the total revised contract amount is \$194,117.43.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge “Smitty” Smith, III, Mark Dore’, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

{2} Discuss/Approve Berard, Habetz, & Associates, Inc. Invoice.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore’ to approve and authorize the payment of Invoice Number 217420 in the amount of \$1,241.50 to Berard, Habetz & Associates, Inc. for professional services rendered from August 28, 2017 thru September 17, 2017 regarding Intersection Improvements to the Corner of David J. Berard Road/Weeks Island Road; in accordance with the contract dated July 19, 2016.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge “Smitty” Smith, III, Mark Dore’, and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

(b) Master Services Agreement – Professional Services Rendered – Crosby Facility (Tract “H” 15.14 acres).

{1} Discuss/Approve Berard, Habetz, & Associates, Inc. Invoice.

The above agenda item will be discussed at the November 21, 2017 Board meeting.

V. REPORT FROM MR. ONEIL MALBROUGH OF GIS ENGINEERING, LLC ON:

(a) LA DOTD Port Construction & Development Priority Program:

Phase III of State Project Number 578-23-0018 / H.009021 (323) Port-Site Bulkhead Relocation Phase II A – Bulkhead 12B (POI Public Dock – Port Canal) for the AGMAC Bulkhead Relocation & Design Project (Public Property).

{1} Update on Construction of Bulkhead 12B.

Mr. Brenton Jenkins, GIS Engineering, LLC, reported that the contractor is doing the final welding on the project. They are installing the Arc Studs and timber fenders. Helical anchor proof tests, and cutting and removal of existing concrete apron have been done. The contractor is 73% complete with time, including the Change Order from the September meeting.

{2} Discuss/Approve Contractor Pay App No. 10.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Contractor Pay Application No. 10 in the amount of \$107,499.94 to Larry Doiron, LLC. for the LA DOTD Port Construction & Development Priority Program: Phase III of State Project Number 578-23-0018 / H.009021 (323) Port- Site Bulkhead Relocation Phase II A – Bulkhead 12B (POI Public Dock – Port Canal) for the AGMAC Bulkhead Relocation & Design Project (Public Property) for work accomplished from September 1, 2017 thru September 30, 2017 in accordance with contract dated November 15, 2016; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

{3} Discuss/Approve GIS Engineering, LLC Invoice.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 70000620 in the amount of \$22,980.41 to GIS Engineering, LLC for the period September 2017 which includes review and processing of submittals, pay app #9, RFIs, site visits, and resident project representation; in accordance with the contract dated March 1, 2016.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

(b) Port-Site Bulkhead Relocation Project Phase II B – Private Bulkheads {1, 6, & 7} (Private Property).

{1} Update on Construction of Bulkheads 1, 6, 7.

Mr. Brenton Jenkins, GIS Engineering, LLC, reported that the tie rods and pile cap has been installed at Bulkhead 1. The structural steel has been painted and the backfill material has been installed and compacted. The timber fenders and limestone have been installed and the existing sheet piles are being removed to be used as the tie back system. The contractor should be moving over to Bulkhead 7 during the week. The project is about 37% complete on contract days and 45% complete on materials installed.

{2} Discuss/Approve Contractor Pay App No. 3.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Mark Dore', to approve and authorize the payment of Contractor Pay Application No. 3 in the amount of \$802,677.54 to Sealevel Construction, Inc. for the Port-Site Bulkhead Relocation Project Phase II B – Private Bulkheads {1, 6, & 7} (Private Property) for September 1, 2017 thru September 30, 2017 in accordance with contract dated May 16, 2017; and motion further stipulates that the Payment Request be forwarded to the LA Department of Transportation & Development for review and approval.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

{3} Discuss/Approve GIS Engineering, LLC Invoice.

A motion was made by Commissioner Elbridge "Smitty" Smith, III, seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 70000618 in the amount of \$25,436.57 to GIS Engineering, LLC for the period September 2017 which includes subcontractor coordination, review and processing of submittals, RFIs, Pay App 3, and site resident project representation; in accordance with the contract dated February 16, 2016 and Amendment #3 dated November 15, 2016.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', and Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, and Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

(c) Port-Site Bulkhead Relocation Project Phase II B – (Phase II) – Private Bulkhead 11B (Private Property).

{1} Update on Advertisement and Bidding of Bulkhead 11B.

Mr. Brenton Jenkins, GIS Engineering, LLC, reported that the advertisement for Bulkhead 11B was published on Wednesday, October 11, 2017 and will be published again on Wednesday, October 18, 2017 and Wednesday, October 25, 2017. A Pre-bid meeting is scheduled to be held on Wednesday, October 25, 2017 and bids will be opened on Wednesday, November 8, 2017. It is noted that a copy of the Advertisement for Bid was presented to the Board for their review.

{2} Discuss/Approve GIS Engineering, LLC Invoice.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 70000619 in the amount of \$3,149.54 to GIS Engineering, LLC for the period September 2017 which includes coordination and advertising of Bulkhead 11B; in accordance with the contract dated February 16, 2016 and Amendment #3 dated November 15, 2016.

This motion having been submitted to a vote, the vote thereon was as follows:

**Yeas: , Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr.
Nays: None.**

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, Larry G. Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

(d) Status of the Louisiana Port Construction & Development Priority Program SPN H.011928 "East & West Yard Expansion & Site Improvements Project.

There was no update on the above agenda item.

(e) Update on the 2017-2018 Capital Outlay Application.

Mr. Oneil Malbrough, GIS Engineering, LLC, stated that the \$3.5 M that is in Priority 2 is what is funding the relocation of all of the private bulkheads the State had committed to pay for. Executive Director Craig Romero asked Mr. Oneil Malbrough if he knew how much the Port has spent throughout the process doing all of the bulkheads in the system. Mr. Oneil Malbrough stated that out of the \$3.5 M the Port has \$1.22 M left. The total that has been spent is about \$17.5 M of bulkhead relocation for the AGMAC project by way of Capital Outlay.

(f) Discuss/Consider Authorizing GIS Engineering, LLC to Prepare and Submit the 2018-2019 Capital Outlay Request on Behalf of the Port of Iberia District.

Mr. Oneil Malbrough, GIS Engineering, LLC, stated that he spoke with Executive Director Craig Romero about what they would apply for. The Port would apply to move the \$5 M in Priority 5 to Priority 2 and add \$5 M to Priority 5. Mr. Oneil Malbrough spoke to Molly, who is taking Ms. Sharon Balfour's place at LA DOTD, and she will be confirming if that is what they will be submitting also.

A motion was made by Commissioner Danny J. David, Sr., seconded by Commissioner Elbridge "Smitty" Smith, III, to approve and authorize GIS Engineering, LLC prepare and submit the Port of Iberia District's Capital Outlay Requests for Fiscal Year 2018-2019.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: , Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, Larry G. Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

**(g) AGMAC Project General Engineering and Consulting Services:
{1} Update on Status of AGMAC Project.**

There was no update on the above agenda item.

**(h) Shark Island/Chevron Canal Dike Removal.
{1} Update of Shark Island/Chevron Canal Dike Removal.**

Mr. Oneil Malbrough, GIS Engineering, LLC, reported that on October 2, 2017, LeBlanc Marine mobilized to the site to remove the obstruction in accordance with the Emergency Permit granted by the LDNR. Excavation was completed on October 4, 2017 and GIS Engineering, LLC performed the post construction survey to verify the obstruction had been removed. On October 9, 2017, GIS Engineering LLC submitted a Coastal Use Permit application for the rock dike removal. GIS Engineering, LLC is currently coordinating with LDNR and USACE to complete the permitting process.

{2} Discuss/Approve GIS Engineering, LLC Invoice.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr., to approve and authorize the payment of Invoice Number 70000621 in the amount of \$8,432.50 to GIS Engineering, LLC for the period September 2017 which includes activities for Shark Island/Chevron Canal Dike Removal which include pre-construction survey (performed in August), coordination with USACE and LDNR to obtain an emergency permit, submittal of

a coastal use permit, and coordination with the subcontractor and resident project representation.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: , Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

VI. REPORT FROM PORT ATTORNEY ON:

(a) AWS Lease Agreement & Collection of Unpaid Rental.

Port Attorney Ray Allain stated that the AWS information was passed on to Mr. Kreig Breaux.

(b) LBC Port Judgement/Collection of Money due the Port of Iberia.

A Judgement Debtor Examination has been scheduled for December 13, 2017.

(c) Update on Port Attorney "Consent Judgement" Regarding Mr. Timothy Chesson & the Removal and Disposal of Submerged Sailboat in Marina Slip #5.

Port Attorney Ray Allain reported that an agreement has been reached with Mr. Timothy Chesson and he has been paying monthly.

VII. REPORT FROM EXECUTIVE DIRECTOR ON:

(a) Update on Executive Director's Negotiations with Mr. R. Hamilton "Hammy" Davis, Coldwell Banker Pelican Real Estate, Regarding a Prospect for the AWS Property Site (Tract "H") (15.14 Acres).

{1} Discuss/Approve Lease Agreement between Crosby Energy Services and the Port of Iberia District Regarding Tract "H" (15.14 acres) Located on the Port Expansion Phase I Property Site.

{2} Update on Lease Commission Agreement to be Executed by the Executive Director Between Coldwell Banker Pelican Real Estate and the Port of Iberia District (Contingent upon Legal Review & Approval by the Port Attorney).

Executive Director Craig Romero reported that as of the meeting Crosby Construction Services has signed a copy of the lease. Administrative Assistant Joanna Durke will send Crosby Construction Services three (3) originals to be signed. Cleco will turn the electricity on Wednesday, October 18, 2017 so they are able to do a walk through. Mr. Kevin Bordelon stated to Mr. Craig Romero that Crosby Construction Services might need the 15 acres that is adjacent to the land they are looking to lease now. Mr. Craig Romero reported that Crosby Construction Services will pay half of the 3% commission

to Mr. Hammy Davis, Coldwell Banker Pelican Real Estate.

(b) Discuss/Consider a Request From Mr. Darrel Plaisance, President and CEO, Seamar, LLC, Regarding the Use of the Slip Located at the Former Central Gulf Shipyard Property Site.

Executive Director Craig Romero reported that he spoke to Mr. Darrel Plaisance regarding mooring boats at the former Central Gulf Shipyard Property Site. Mr. Craig Romero stated that he would charge Mr. Darrel Plaisance \$500 per month per boat to store the boats. Commissioner Roy A. Pontiff suggested using a public dock lease and take off the word public.

It is denoted that an email dated October 4, 2017 from Mr. Darrel Plaisance was presented to the Board for review. Mr. Plaisance indicated that Seamar LLC has been contracted by different banks to act as custodians for vessel they have taken back and these vessels range from 200' to 265' in length. Under this arrangement, the Port will be paid \$500.00 per month per vessel on an "as needed" basis and Seamar LLC expertise with offshore vessels would be used to run machinery periodically, general upkeep, maintenance and provide other services as needed. Mr. Plaisance's email also requested that the Port turn on the power to the location as Seamar will be providing power to at least two vessels all cost to be payed for by Seamar.

A motion was made by Commissioner Mark Dore', seconded by Commissioner Danny J. David, Sr., to approve and authorize the Executive Director to enter into negotiations and execute a dock lease with Seamar, LLC regarding the use of the Slip C-2 located at the former Central Gulf Shipyard Property Site.

This motion having been submitted to a vote, the vote thereon was as follows:

Yeas: , Roy A. Pontiff, Elbridge "Smitty" Smith, III, Mark Dore', Danny J. David, Sr.

Nays: None.

Absent at Voting: Gene L. Jefferies, Simieon d. Theodile, Larry Rader.

And the motion was therefore passed on this the 17th day of October, 2017.

(c) Update on Lease Agreement Negotiations Between Port Aggregates, Inc. & the Port of Iberia District Regarding Tract "F-1" (15.14 Acres) Located on the Port Expansion Phase I Property Site.

Executive Director Craig Romero reported he received a call from Mr. Adam Guinn, President of Port Aggregates, Inc. regarding what they would like to do within the next two or three months. The plan is to receive their gravel by barge and limestone and run it through Coastal Bridge's yard. Port Aggregates, Inc. would like to submit a Port Priority Application in the future.

(d) Update on the Negotiations Between Caliche New Iberia, LLC and the Port of Iberia District Regarding the First Right of Refusal Agreement

for the W.C. Lanie & Sons, Inc. (50 acres) Property Site.

Executive Director Craig Romero reported that a check for \$9,000.00 for the First Right of Refusal Agreement has been received.

- (e) **Update on the potential for the Economic Development Project at the Port of Iberia regarding the installation of an 8" gas line at Louisiana CAT.**

- {1} Discuss/Consider Cooperative Endeavor Agreement Between Atmos Energy Corporation and the POI.**

Executive Director Craig Romero stated that he went meet with Mr. Troy Matherne with LA CAT. LA CAT has changed the location of where they would put the Dyno that requires an 8" gas line. They will put it against their facility instead of putting it out on the Dynamic property they had bought. Mr. Troy Matherne was concerned about the amount of information that Louisiana Economic Development was requesting.

- (f) **Update on Letter of Intent Between the Port of Iberia District and Goldman Sachs Regarding the Purchase of Approximately 106.72 Acres of Available Property located at 6005 Port Road (former Dynamic Ind. West Yard Site).**

- {1} Executive Director Negotiations with Prospective Tenants Regarding Available Property located at the former Dynamic Industries West Yard; Contingent Upon the Receipt of the Necessary Approvals.**

Executive Director Craig Romero reported that since the last regular monthly Board meeting nothing has changed. Goldman Sachs is still asking \$7.5 M.

- (g) **Update on Henry Bernard Property Located Behind the POI Administrative Office.**

Executive Director Craig Romero reported that he received a call from Mr. Henry Bernard wanting an update on what the Port was doing so Mr. Craig Romero contacted Port Attorney Ray Allain to set up a meeting Tuesday, October 24, 2017 at 10:00 am to decide what needs to be done to move forward on the 39 acres.

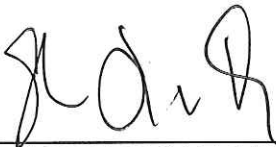
- (h) **Executive Director's Monthly Report.**

- (i) **Announcements.**

- *** POI Holiday Open House Thursday, December 7, 2017.**

VIII. ADJOURNMENT.

On a motion made by Commissioner Elbridge "Smitty" Smith, III and seconded by Commissioner Mark Dore' the meeting was adjourned at 6:32 p.m.



SECRETARY-TREASURER



VICE-PRESIDENT